

## Chapter 12. Functional Categories for Employment Statistics

### Introduction

This chapter contains the detailed list of functional categories used for classifying the Census Bureau's public employment statistics. The functional categories are similar to the expenditure categories in the government finances statistics program. However, there are some differences, as described throughout Chapter 12.

### 12.1 Overview

All eight of the basic employment statistics defined and explained in Chapter 11 are applicable to each of the functions (with the exception of functions applicable only to the Federal Government – see Section 11.2):

Number of full-time employees	Payrolls (converted to Monthly Payrolls)
Number of part-time employees	Average monthly earnings
Full-time equivalent employees	Hours worked by part-time employees
Standard hours worked	Pay interval

The functional categories used in the employment survey are similar to those used for expenditure statistics in the government finance survey. Most of the functional categories are the same in both surveys, and they are defined identically, covering the same types of government services or programs. However, there are two areas where the employment survey functions differ from those used for government finance statistics. First, there are fewer functional categories in the employment survey. Second, the employment survey uses functional sub-categories that are not found in the finance survey. These are summarized below and defined in detail later in this chapter:

#### Higher Education

- Instructional Employees
- Other Higher Education Employees

#### Elementary and Secondary Education

- School Instructional Employees
- All Other<sup>1</sup>
  - Administrative and Clerical Employees
  - Operations and Maintenance Employees
  - Cafeteria Employees
  - Bus Transportation Employees
  - Health and Recreation Employees
  - Paid Student Employees
  - Unallocable Elementary and Secondary Education Employees

#### Police Protection

- Police Officers
- Other Police Protection Employees

#### Fire Protection

- Firefighters

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<sup>1</sup> Prior to 2001, data were collected separately for the items listed under "All Other." These are no longer collected separately.

## Other Fire Protection Employees

Table 12.1, at the end of Chapter 12, compares the functions applicable to expenditure statistics in the government finance surveys to the functional categories used in the employment statistics.

### 12.2 Key to the Employment Function Pages

The complete listing of functional categories for employment statistics follows. Each function is presented on a separate page, using a standard format that contains the following information:

- Definition
- Included activities or employees
- Excluded activities or employees
- Examples (specific governments, by name, or governmental agencies/programs, by name), if applicable
- Sub-categories (with definitions and codes; applicable to four functions only – listed in Section 12.2.1)
- Special Considerations (explains caveats, restrictions in applicability, or other useful information)
- Applicability table (by level and type of government)

At the bottom of each page, a table whether each function applies to the types of governments covered in the employment survey. This is needed because some employment functions apply only to selected types of governments. The table contains three columns representing the three levels of government – Federal, state, and local. Within the Federal and state columns, a straightforward “Yes” or “No” indicates whether the statistics are collected for that level of government at each function. Within the local column, the following key applies:

- No – no statistics for local governments
- Yes – statistics for all types of local governments are collected
- Type 1 – No or Yes (indicates applicability to county governments)
- Type 2 – No or Yes (indicates applicability to municipal governments)
- Type 3 – No or Yes (indicates applicability to township governments)
- Type 4 – No or Yes (indicates applicability to special district governments)
- Type 5 – No or Yes (indicates applicability to school district governments)
- No (except Washington, DC) – there are statistics for Washington, DC only, at the local level (limited to only one function, Social Insurance Administration, code 22), where Washington, DC represents a special case owing to its unique relationship with the Federal government.

Note that in all cases, “Yes” indicates only that statistics are collected for the level and type of government if they perform the function or provide the particular service. In function 01, for example, the table reads “Yes” for types 1, 2, 3, and 4 local governments. However, only a limited number of local governments actually provide airport services, so for most governments there will be no airport employees counted. The table reads “No” for type 5 local governments, because school districts do not operate airports.

### 12.3 Description Pages for Employment Functions

The following pages contain the detailed classification categories used in the Census Bureau's program on public employment. Each category is defined and explained, with examples provided where appropriate. All statistical codes represent regular statistics within the Census Bureau's classification system. There are no exhibit, derived, or descriptive statistics associated with the public employment surveys. There are, however, special sub-categories for four employment functions, as explained in Section 12.1. These are noted in the following Description Pages.

## EMPLOYMENT FUNCTIONS

**Code 01**

**Air Transportation (Airports)**

Sector: General Government

**Definition:** Employees involved in the provision, operation, construction, and support of airport facilities serving the public at-large on a scheduled or unscheduled basis. Also includes the regulation of airline industry, if applicable.

**Includes:** Publicly-operated airfields and related facilities (runways, terminals, control towers, maintenance facilities, and the like); airport police and airport firefighters if either are an integral part of the airport operating authority or a payment is made to a regular police or fire agency.

**Excludes:** Operation of government-owned aircraft – e.g., police helicopters (report at function involved); state civil air patrol or militia (report at *Other and Unallocable*, code 89). For the Federal Government, excludes activities of the National Aeronautics and Space Administration (NASA), classified at *Federal Space Research and Technology*, code 02.

**Examples:**

- Federal Government – Federal Aviation Administration.
- State governments – Baltimore/Washington International Thurgood Marshall Airport (a Maryland state government dependent agency).
- Local governments – Washington Dulles International Airport in Loudoun County, Virginia (operated by a special district government, the Washington Metropolitan Airports Authority), Tucson Airport Authority (dependent agency of Tucson, Arizona).

**Sub-Categories for Employment Statistics**

None.

**Special Considerations:**

1. Includes publicly-owned airports, even if no scheduled airlines service it, or if its clientele consists of only private pilots and aircraft.
2. For leased facilities include government's expenditures and employees and exclude the lessees' expenditures and contractual employment.

**\*Applicability of Function 01, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
Yes	Yes	Types 1,2,3,4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

**Code 02**

**Federal Space Research and Technology**

Sector: General Government

**Definition:** Federal Government activities for research, development, applications, and support in the areas of aeronautics and space transportation, sciences, and technology.

**Includes:** Comprises employees of the National Aeronautics and Space Administration (NASA).

**Excludes:** Department of Defense research and other activities related to missiles, satellites, space weapons, etc. (report at *Federal National Defense and International Relations*, code 06).

**Examples:** The National Aeronautics and Space Administration (NASA) is the only Federal agency whose employees and activity are included at this function.

### Sub-Categories for Employment Statistics

None.

### Special Consideration:

This function applies only to the Federal Government.

#### **\*Applicability of Function 02, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
Yes	No	No

## EMPLOYMENT FUNCTIONS

Code 05

Corrections  
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Sector: General Government

**Definition:** All institutional and non-institutional correctional activities. Institutional activities are residential institutions or facilities for the confinement, correction, and rehabilitation of convicted adults or juveniles adjudicated delinquent or in need of supervision, and for the detention of adults and juveniles charged with a crime and awaiting trial. Non-institutional correctional activities consist of pardon, probation, and parole activities.

**Includes:** For institutional activities, includes prisons; reformatories; jails; houses of corrections; penitentiaries; correctional farms; workhouses; reception centers; diagnostic centers; industrial schools; training schools; detention centers; multi-institutional programs and administration; education, training, and health care programs devoted to inmates; hospitals for the criminally insane IF operated by a corrections agency; and these types of facilities IF residential: work release units, halfway houses, and community corrections centers.

For non-institutional activities, includes probation offices, whether operated by courts or correctional agencies, boards of parole, boards of pardon, and the like; noninstitutional activities such as administration of a correctional agency, training of correctional employees, and nonresidential halfway houses and community corrections centers.

**Excludes:** Employees at police “lockups” or jails holding people awaiting arraignment (report at *Police Protection*, code 62); employees of hospitals for criminally insane that are operated by mental health or hospital agencies (report at *Hospitals*, code 36).

**Examples:**

- Federal Government – Federal prison system.
- State governments – State departments of correction, boards of pardon and parole.
- Local governments – Note that cities in Texas and California do not operate correctional facilities (although an exception for California is San Francisco, which does operate a prison).

**Sub-Categories for Employment Statistics**

None.

## EMPLOYMENT FUNCTIONS

Code 05

Corrections  
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**Special Consideration:**

This is the only “corrections” function for employment statistics and therefore includes both institutional and other corrections. This differs from the government finance statistics, which has two functions for corrections (*Correctional Institutions*, code \*04 and *Other Corrections*, code \*05).

**\*Applicability of Function 05, by Level and Type of Government\***

Federal	State	Local
Yes	Yes	Types 1, 2, 3 - Yes Types 4, 5 - No

## EMPLOYMENT FUNCTIONS

**Code 06**

**Federal National Defense and International Relations**

Sector: General Government

**Definition:** Federal Government activities to protect the United States and its allies from foreign aggression, to maintain military capabilities for deterring war, to protect and advance its interests in international affairs, and to provide military, economic, and humanitarian aid to other nations.

**Includes:** Employment activities covered include three general areas: military, diplomatic, and foreign assistance.

- The military services, National Guard and Reserves forces, intelligence agencies, defense research and evaluation, atomic energy defense research, development, and production.
- Conduct of diplomatic and consular relations, and international communication, education, and cultural activities.
- Employees engaged in such programs as Food for Peace and the Foreign Agriculture Service.

**Excludes:** Armed Forces Retirement Home and the Cemeterial Expenses Department (report at *Other Public Welfare*, code 79); Army Corps of Engineers (allocate between *Natural Resources*, code 59, and *Sea and Inland Port Facilities*, code 87); Department of Energy other than atomic defense activities (report at *Natural Resources*, code 59); state-local militia, civil air patrol, civil defense, and other defense-related activities (use code 89).

**Examples:** See above. Comprises primarily the departments of Defense, Energy (part), and State, as well as such agencies as U.S. Information Agency, Central Intelligence Agency, Agency for International Development (AID), Peace Corps, Export-Import Bank and International Monetary Fund, and the Foreign Agriculture Service (part of U.S. Department of Agriculture).

### Sub-Categories for Employment Statistics

None.

### Special Considerations:

1. This function applies solely to the Federal Government. Report related state or local government activities at *Other and Unallocable*, code 89.
2. Report military service academies, such as West Point, here rather than at *Education*, code 21.

### \*Applicability of Function 06, by Level and Type of Government\*

Federal	State	Local
Yes	No	No



## EMPLOYMENT FUNCTIONS

Code 12

Elementary and Secondary Education  
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Sector: General Government

**Definition:** Employees involved in the operation, maintenance, and construction of public schools and facilities for elementary and secondary education (kindergarten through high school), vocational-technical education, and other educational institutions except those for higher education, whether operated by independent governments (school districts) or as integral agencies of state, county, municipal, or township governments; and financial support of public elementary and secondary schools.

**Includes:** Employees in instructional, support, and auxiliary services operated through school systems (school lunch, student activities, community services, pupil transportation, health services, guidance counseling, and the like); administration and supervision of school systems; special education, classes for the handicapped, and vocational education provided through school systems; Headstart; libraries operated by public schools; and plant maintenance and operation.

**Excludes:** Employees of institutions of higher education (use *Higher Education*, codes 16 and 18); schools for the blind, deaf, or handicapped (if primarily for training and education, report at *Other Education*, code 21; if primarily for physical rehabilitation and care, report at *Hospitals*, code 36); state adult, vocational, and special education programs operated outside school systems (use code 21). For state governments also exclude administrative expenses of school building agencies and supervision of local public and private elementary-secondary education (use code 21).

**Examples:**

- State governments – Employees of Patterson City School District, under temporary state control; elementary and secondary education employees in Hawaii, where the state government operates the sole school system.
- Local governments – Employees of the Los Angeles Unified School District (an independent local government); elementary and secondary education employees of the New York City School System (classified as a dependent agency of New York City).

**Sub-Categories for Employment Statistics – Education Services**

*Code 012. School Instructional Employees* – Includes classroom teachers, principals, supervisors of instruction, superintendents, teacher aides, substitute teachers, school librarians, library aides, and guidance and psychological personnel.

*Code 112. Administrative and Clerical Employees*

*Code 112. Operations and Maintenance Employees*

*Code 112. Cafeteria Employees*

*Code 112. Bus Transportation Employees*

*Code 112. Health and Recreation Employees*

*Code 112. Paid Student Employees*

*Code 112. Unallocable Elementary and Secondary Education Employees*

## EMPLOYMENT FUNCTIONS

**Code 12**

**Elementary and Secondary Education**  
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**Special Considerations:**

1. Employment statistics at code 12 represent the sum of the eight sub-categories.
2. Includes charter schools offering elementary and secondary education, if they have been classified as in-scope for the Census of Governments.
3. Includes employees of Education Service Agencies and Regional Occupational Programs, whether independent or dependent on other school districts.
4. As noted under examples, state government statistics can include local school systems or districts that have been taken over by the state temporarily, for oversight purposes, whether by administrative action or by court order.
5. The state of Hawaii operates both public elementary and secondary schools, as well as public libraries. The latter are reported at *Libraries*, code 52, for Census Bureau statistics on public employment, but financial activity for the library is reported as part of the elementary and secondary school activity at code \*12.

**\*Applicability of Function 12, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
No	Yes	Yes

## EMPLOYMENT FUNCTIONS

Code 14

Federal Postal Service

Sector: General Government

**Definition:** Activities of the U.S. Postal Service (USPS).

**Includes:** Includes employees engaged in all postal activities, such as mail delivery, sorting and distribution, sales, financial administration, management, and investigation of fraud or criminal activity.

**Excludes:** Employees not under the USPS.

### Sub-Categories for Employment Statistics

None.

### Special Considerations:

1. The former cabinet-level Post Office Department became an independent Federal corporation and was renamed the U.S. Postal Service on July 1, 1971, as a result of the Postal Reorganization Act of 1970 (P.L. 91-375).
2. Report USPS criminal and fraud investigation activity here, rather than at *Police Protection*, code 62.

### \*Applicability of Function 14, by Level and Type of Government\*

Federal	State	Local
Yes	No	No

## EMPLOYMENT FUNCTIONS

### Code 18

### Higher Education

Sector: General Government

**Definition:** Employees of degree-granting institutions (associate, bachelor, master, or doctorate) operated by state or local governments, that provide academic training beyond the high school (grade 12) level.

**Includes:** Junior colleges; community colleges; universities; law schools; medical and nursing schools; agricultural colleges; land grant institutions; engineering schools; and other institutions granting postsecondary degrees. Includes employees engaged in all related activities for instruction, research, public service (including agricultural extension services), academic support, libraries, student services, administration, and plant maintenance.

**Excludes:** Employees of training academies or programs that do not confer college-level degrees (e.g., police academies); state vocational-technical schools that award certificates equal to less than 2-years of college (report at *Other Education*, code 21); non-instructional staff of hospitals for the general public operated by universities (report at *Hospitals*, code 36); agricultural experiment stations, farms, and extension services (report at *Natural Resources*, code 59); state administration of school building authorities (use code 21); Federal military academies such as West Point (report at *Federal National Defense and International Relations*, code 06).

**Examples:** State governments – State University of New York (SUNY) system, including all graduate programs, four-year universities, and colleges (dependent agencies of the state of New York).

#### Sub-Categories for Employment Statistics

*Code 018. Instructional Employees*

*Code 016. Other Higher Education Employees*

#### Special Considerations:

1. Report employment data for the instructional staff only of university hospitals and agricultural experiment stations here. Note that this classification differs slightly from that used in the Census Bureau's statistics on government finance.
2. For the University of California system, report the Department of Energy employees at *Other and Unallocable*, code 89, rather than here.

#### \*Applicability of Function 18, by Level and Type of Government\*

Federal	State	Local
No	Yes	Types 1, 2, 3 - Yes Type 4 - No Type 5 - Yes

## EMPLOYMENT FUNCTIONS

**Code 21**

**Federal and State Other Education**

Sector: General Government

**Definition:** Employees in support of special programs and institutions primarily for:

- Training and education (rather than care) of the blind, deaf, or other handicapped.
- Programs for adult, vocational, or special education that operate outside school systems
- Educational activities not assignable to other education functions.

**Includes:** State schools for the blind, visually impaired, deaf, or other handicapped; adult education and vocational rehabilitation and education not provided by school systems; technical or vocational-technical schools which award certificates equal to or less than two years of college; overall supervision of and general services to local elementary and secondary schools, public or private; administration of state education activities; administration of state school building authorities.

**Excludes:** Institutions for blind, deaf, or other handicapped that are primarily for physical rehabilitation and care (report at *Hospitals*, code 36); administration of state institutions of higher education (report at *Other Higher Education*, code 18).

**Examples:**

- Federal Government – Includes Department of Education and the National Science Foundation, plus parts of the Bureau of Indian Affairs.
- State governments – Includes boards of governors of the state college/university systems, school finance authorities, educational facilities authorities, and commissions on higher education. State institutions in support of education for handicapped, such as the Alabama Institute for Deaf and Blind.

**Sub-Categories for Employment Statistics**

None.

**Special Considerations:**

1. For Census Bureau statistics on employment, this function applies only to Federal and state governments.
2. Refer to dependent agency checklists for state or local institutions included at this function.

**\*Applicability of Function 21, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
Yes	Yes	No (report at functions 12 or 18 only)

## EMPLOYMENT FUNCTIONS

Code 22

Social Insurance Administration

Sector: General Government

**Definition:** Administration of unemployment compensation systems, public employment services, and the Federal Social Security, Medicare, and Railroad Retirement trusts.

**Includes:** Employees of unemployment compensation, unemployment insurance, and equivalent agencies involved in administering the cooperative Federal-state unemployment compensation system. Includes associated public employment, job services, employment services, and other agencies providing job placement, counseling, veterans readjustment allowances, or related services; and determination of eligibility for disability benefits under Federal Social Security (Old-Age and Survivors Insurance and Disability Insurance) and Medicare (Hospital Insurance and Supplementary Medical Insurance). For the Federal Government, this function also includes administration of Social Security, Medicare, and Railroad Unemployment and Retirement programs.

**Excludes:** Employees in support of similar services that can be classified at a specific function.

- Administration of public employee retirement, workers compensation, or miscellaneous insurance trusts (report at *Financial Administration*, code 23).
- Activities funded by the Workforce Investment Act - WIA (formerly the Federal Job Training Partnership Act - JTPA), or monies channeled through public employment offices (report at specific function being financed).

### Sub-Categories for Employment Statistics

None.

### Special Considerations:

1. This function applies to Washington, DC.
2. This function is titled *Employment Security Administration* when applied just to state and local governments.

### \*Applicability of Function 22, by Level and Type of Government\*

Federal	State	Local
Yes	Yes	No (except Washington, DC)

## EMPLOYMENT FUNCTIONS

Code 23

Financial Administration  
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Sector: General Government

**Definition:** Officials and central staff agencies concerned with tax assessment and collection, accounting, auditing, budgeting, purchasing, custody of funds, and other finance activities.

**Includes:** Employees in the offices of auditor, comptroller, treasurer, office of the finance director and other central accounting, budgeting, information technology, and purchasing offices.

- Tax administration, assessment, billing, and collection, as well as other revenue collection activities like tax sales, tax litigation, and charges of depositories.
- State supervision of local government finances.
- Management of debt and of investments (including that of own utilities).
- Employees engaged in administration of employee-retirement, workers' compensation, and state other insurance trust funds.
- Licensing and tax collection activities of motor vehicle departments, and other distinctive tax collection activities of regulatory agencies.
- Staff of central data processing centers.

**Excludes:** Employees engaged in internal (non-central) financial management activities of functional agencies (report at function of agency involved); administration of unemployment compensation systems (report at *Social Insurance Administration*, code 22); employees of motor vehicle departments other than licensing (report at *Other and Unallocable*, code 89).

**Examples:**

- Federal Government – Employees of the Federal Reserve System, Bureau of Engraving and Printing, U.S. Mint, and Internal Revenue Service (Department of the Treasury).
- State governments – Arkansas Information Technology and Arizona State Board of Equalization.

**Sub-Categories for Employment Statistics**

None.

**Special Consideration:**

By definition, this function covers central offices and excludes internal financial management activities of functional agencies (report at function of agency involved). Therefore, it cannot apply to specialized government units – special districts (type 4) and school districts (type 5).

**\*Applicability of Function 23, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
Yes	Yes	Types 1, 2, 3 - Yes Types 4, 5 - No



## EMPLOYMENT FUNCTIONS

### Code 24

### Local Fire Protection

Sector: General Government

**Definition:** Prevention, avoidance, and suppression of fires and provision of ambulance, medical, rescue, or auxiliary services provided by fire protection agencies.

**Includes:** Employees of regular fire departments, including financial, technical, and operational support of volunteer fire forces; rescue squads; fire inspection, investigation, and regulation; fire marshals; fire prevention education; fire suppression training; auxiliary services; and these activities IF handled by a fire department: ambulances, emergency medical technicians (EMTs), paramedic squads, and arson investigation.

**Excludes:** Forest-fire protection and suppression (report at *Natural Resources*, code 59); ambulances, emergency medical technicians, and paramedic squads handled by non-fire departments (report at *Health*, code 32).

**Examples:** Local governments – Employees of the Fire Department of New York City (a dependent agency of the city of New York).

### Sub-Categories for Employment Statistics

*Code 024. Firefighters*

*Code 124. Other Fire Protection Employees* – Includes ambulance and medical rescue that operate as a part of the fire department.

### Special Considerations:

1. For 2005, this function was renamed *Local Fire Protection*. This is a change in title only, as this function has never applied to the Federal or state governments. State government data are reported at *Other and Unallocable*, code 89, except forest fire protection and suppression as described under the exclusions above.
2. Effective with 1988 data, the treatment of ambulance and emergency medical services was clarified to include it here only if handled by a fire protection agency.
3. Classify volunteer fire fighters remunerated on a “per fire” or other such basis as part-time employees. Unpaid volunteer firefighters are excluded from coverage, by definition.

### \*Applicability of Function 24, by Level and Type of Government\*

Federal	State	Local
No	No	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

**Code 25**

**Judicial and Legal**

Sector: General Government

**Definition:** Courts (criminal and civil) and activities associated with courts, legal services, and legal counseling of indigent or other needy persons.

**Includes:** Employees of criminal and civil courts of limited and general jurisdiction; appellate courts; juries, court reporters, and law libraries; medical and social service activities of courts (except probation); court activities of sheriff offices (bailiffs or civil functions); registers of wills and other probate activities; legal departments, general counsels, solicitors, prosecuting and district attorneys; attorneys providing government-wide services; public defenders; indigent defense; and employees engaged in child support enforcement.

**Excludes:** Probation (report at *Other Corrections*, code 05); boards of appeal for zoning, tax assessment, workers' compensation, or other nonjudicial areas adjudication related strictly to administrative rule-making; "judges" which are administrative or executive positions (report at *Central Staff Services*, code 29).

**Examples:**

- Federal Government – U.S. Supreme Court and activities of the nine judicial circuits of the Federal appeals courts.
- State governments – Supreme Court of California and State Courts of Appeal.
- Local governments – Superior Courts in California, classified as county agencies, except for San Francisco (city).

**Sub-Categories for Employment Statistics**

None.

**Special Consideration:**

Exclude from employment data private attorneys on retainer and court-appointed private counsel.

**\*Applicability of Function 25, by Level and Type of Government\***

Federal	State	Local
Yes	Yes	Types 1, 2, 3 - Yes Types 4, 5 - No

## EMPLOYMENT FUNCTIONS

Code 29

Central Staff Services

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Sector: General Government

**Definition:** Government-wide executive, legislative, administrative, and staff service agencies other than financial, judicial, legal (which are separate functions).

**Includes:** Office of the chief executive, mayor, city manager, county administrator; central personnel administration; overall planning and zoning; clerk's office, recorder, and general public reporting; central staff executive and administrative agencies. Also includes legislative activities at the Federal, state and local level.

- U.S. Congress; state legislatures; research and investigative agencies and committees directly responsible to these legislative bodies.
- For local governments, includes city or county council, board of supervisors, and so forth.

**Excludes:** Exclusions generally involve activities that fit into specific functional categories.

- Planning activities limited to a specific function and internal control or administrative activities of functional agencies (report at function of agency involved)
- Central finance agencies and data processing (report at *Financial Administration*, code 23).
- Clerk of court and other judicial recording activities (report at *Judicial and Legal*, code 25).
- Conduct of elections (report at *Other and Unallocable*, code 89).

For legislative activities, exclude agencies within the legislative branch operating autonomously and having a specific function (e.g., report U.S. Library of Congress at *Libraries*, code 52, and the U.S. Government Accountability Office (GAO) at *Financial Administrative*, code 23).

**Examples:** See above.

- Federal Government – Includes the U.S. Congress and its staff/committee activities.
- State governments – Include offices of the Governor and Lieutenant Governor, as well as the Secretary of State.
- Local governments- Includes offices of the aldermen, commissioners, mayors, county or city managers, human resources, and zoning.

### Sub-Categories for Employment Statistics:

None.

### Special Consideration:

For Census Bureau statistics on employment, this function includes legislative employees at the Federal, state, and local level. Thus this function differs slightly from coverage in the Census Bureau's government finance statistics, where it excludes federal and state legislative activity.

## EMPLOYMENT FUNCTIONS

Code 29

Central Staff Services  
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### **\*Applicability of Function 29, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
Yes	Yes	Types 1, 2, 3 - Yes Types 4, 5 - No

## EMPLOYMENT FUNCTIONS

Code 32

Health

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Sector: General Government

**Definition:** Provision of services for the conservation and improvement of public health, other than hospital care.

**Includes:** General health activities, categorical health activities and programs, health-related inspections, community health care programs, regulation of air and water quality, rabies and animal control, and ambulance and emergency medical services ONLY IF handled separately from the local fire department. Additional examples are listed below.

**Excludes:** Employees related to the following:

1. Examination and licensing of related professions – e.g., doctors and nurses (report at *Other and Unallocable*, code 89).
2. Operation or construction of nursing homes (report at *Public Welfare*, code 79).
3. Vocational rehabilitation (report at *Education*, codes 18 and 21).
4. Coroners and crime labs (report at *Police Protection*, code 62).

**Examples:**

- Federal Government – includes the Food and Drug Administration and the Environmental Protection Agency.
- State governments – includes general health activities, public health administration, laboratories, public education, vital statistics, research, alcohol and drug abuse prevention/rehabilitation and other general health. Includes categorical health activities – control of cancer, TB, socially transmitted diseases, mental illness, etc. and maternal activities under Federal W.I.C. program – Women, Infants, and Children, and child health care. Also includes emissions control activities.
- Local governments
  - Health related inspections – Inspection of restaurants, water supplies, food handlers, nursing homes, agricultural standards or protection of agricultural products from disease.
  - Community health care programs – Community and visiting nurses; immunization programs; out-patient health clinics.
  - Regulation of air and water quality – Sanitary engineering and other environmental activities
  - Animal control – General animal control plus rabies control, abatement of mosquitoes, rodents, and other vermin.

## EMPLOYMENT FUNCTIONS

Code 32

Health  
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### Sub-Categories for Employment Statistics

None.

### Special Consideration:

Effective in 1988, the Census Bureau clarified the classification of nursing homes at *Public Welfare* (except inspection of such homes) and of ambulance services at *Health* only if such service is not organized under a fire department.

### \*Applicability of Function 32, by Level and Type of Government\*

Federal	State	Local
Yes	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

Code 36

Hospitals  
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Sector: General Government

**Definition:** Hospital facilities providing in-patient medical care and institutions primarily for care and treatment of handicapped (rather than education) which are directly administered by a government, including those operated by public universities.

**Includes:** Hospitals include government operated general hospitals providing in-patient medical care and facilities that provide specialized care. Among the latter are:

- Institutions for the custody, treatment, or general care of the mentally insane, or emotionally disturbed.
- TB sanatoria.
- Maternity and children hospitals.
- Orthopedic hospitals.
- Hospitals for chronic diseases.
- Institutions for care and treatment of blind, deaf, developmentally disabled, or other special classes of handicap.
- Hospitals associated with university medical schools (including paid student help).

**Excludes:** For the Federal Government, exclude veterans hospitals operated by U.S. Department of Veterans Affairs (report at *Federal Own Hospitals - Veterans*, code 37). Most other exceptions involve employment associated with care or treatment under public welfare, or specialized care that falls into another Census Bureau function. The most prominent exclusions are listed below:

- Nursing homes (or other welfare institutions) not directly associated with a public hospital (report at *Public Welfare*, code 79).
- Infirmaries serving particular institutions, like college infirmaries and prison hospitals (report at function involved).
- Hospitals for criminally insane operated by corrections agency (report at *Corrections*, code 05).
- Medical school hospital instructional staff (use *Other Higher Education*, code 18).
- State schools for the blind, visually impaired, deaf, or other handicap (report at *Other Education*, code 21).

**Examples:**

- State governments – Louisiana State University Health Sciences Center – HCSD.
- Local governments – Hurley Medical Center, Flint, Michigan (a dependent agency of the city government); King County Hospital District, state of Washington (classified as a special district government).

## EMPLOYMENT FUNCTIONS

**Code 36**

**Hospitals**  
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### **Sub-Categories for Employment Statistics**

None.

### **Special Consideration:**

For purposes of dissemination, public employment uses code 40 to report hospital employees and payroll, for most public use files.

### **\*Applicability of Function 36, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
Yes	Yes	Yes - all types



## EMPLOYMENT FUNCTIONS

**Code 37**

**Federal Own Hospitals - Veterans**

Sector: General Government

**Definition:** Hospital facilities providing medical care to veterans and institutions primarily for the care and treatment of service-connected disabilities. This function covers Federally-administered and operated hospitals only.

**Includes:** Comprises hospitals and related medical facilities operated by the U.S. Department of Veterans Affairs (VA). For Employment surveys, include Department of Veterans Affairs outpatient medical care here.

**Excludes:** Hospitals operated by the Department of Defense (report at *Federal National Defense and International Relations*, code 06).

**Examples:**

- Federal Government – Bay Pines VA Medical Center, St. Petersburg, Florida (includes inpatient and outpatient treatment).

**Sub-Categories for Employment Statistics**

None.

**Special Consideration:**

This function applies solely to the Federal Government; report employees of state-operated veterans hospitals at *Hospitals*, code 36.

**\*Applicability of Function 37, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
Yes	No	No

## EMPLOYMENT FUNCTIONS

Code 44

Highways  
page 1 of 2

Sector: General Government

**Definition:** Maintenance, operation, repair, and construction of highways, streets, roads, alleys, sidewalks, bridges, tunnels, ferry boats, and related structures, including those operated on a toll basis.

**Includes:** In addition to the general operation or construction of highways, includes employees engaged in the following activities.

- Snow and ice removal and application of salt and sand (including that by sanitation or street cleaning agencies, if identifiable).
- Street or highway lighting and traffic signals.
- Highway and traffic design, and engineering IF handled by public works or highways agency.
- Operations of ferries (toll and nontoll) and drawspans (including toll takers).
- Construction and maintenance of such highway-related items as curbs, gutters, crosswalks, grade separations, trestles, railroad crossings, and storm drains integral to highway projects.
- Operation of garages, administrative buildings, and other facilities of highway agencies.

**Excludes:** Employees engaged in activities classified more appropriately at specific functions

- Patrol or policing of streets and highways and traffic control activities of police or public safety agencies (report at *Police Protection*, code 62).
- Street cleaning activities (report at *Solid Waste Management*, code 81).
- Local public parking facilities or meters (report at *Other*, code 89).
- Operation of water transport and terminal facilities (use *Sea and Inland Port Facilities*, code 87).
- Roads and walkways within parks and maintained by a park agency (report at *Parks and Recreation*, code 61).

**Examples:**

- Federal Government – Most employees of the Federal Highway Administration (part of the Department of Transportation), including those involved in Highway Trust Fund grant administration.
- State governments – Employees engaged in oversight, maintenance, and toll operations of the New York State Thruway.
- Local governments – Highway and bridge operations of special district governments such as the Delaware River and Bay Authority and the Port Authority of New York and New Jersey.

**Sub-Categories for Employment Statistics**

None.

## EMPLOYMENT FUNCTIONS

**Code 44**

**Highways**  
page 2 of 2

**Special Consideration:**

Report employment data for toll highways, toll ferries, and so forth, here. There is no separate Toll Highway function in the Census Bureau's statistics on government employment.

**\*Applicability of Function 44, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
Yes	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

**Code 50**

**Housing and Community Development**

Sector: General Government

**Definition:** Construction, operation, and support of housing and redevelopment projects and other activities to promote or aid public and private housing and community development.

**Includes:**

- Housing – Planning, constructing, furnishing, and operating public housing projects (generally for persons not adequately served by private sector); administration of rent subsidy and related programs (e.g., “Section 8” assistance); housing and mortgage finance agencies; promotion of home ownership; assistance for repair and renovation of existing homes; and programs to encourage private sector housing production.
- Community development – Urban renewal and slum clearance; redevelopment and rehabilitation of substandard or deteriorated facilities and areas; rural redevelopment; and revitalization of commercial areas.

**Excludes:** Building inspection and enforcement of housing codes or standards (report at *Other and Unallocable*, code 89); employees engaged in providing temporary shelters or housing for the homeless (report at *Public Welfare*, code 79); and construction and maintenance of military housing by the U.S. Department of Defense (report at *National Defense and International Relations*, code 06).

**Examples:** Local governments – Employees funded by Federal grants for housing code enforcement activity. Minneapolis Public Housing Authority, classified as a special district government serving the Minneapolis, MN area.

### 12.1.1 Sub-Categories for Employment Statistics

None.

**Special Consideration:**

The emphasis of this function is on physical plant – its construction, provision, improvement, financing, and the operation of public housing facilities. Activities that directly aid homeowners or renters themselves (e.g., housing expense relief) generally fall under *Public Welfare*, code 79.

**\*Applicability of Function 50, by Level and Type of Government\***

Federal	State	Local
Yes	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

Code 52

Libraries

Sector: General Government

**Definition:** Establishment and provision of libraries for use by the general public and the technical support of privately-operated libraries.

**Includes:** Public libraries, community libraries, consolidated libraries, regional libraries, and their variously-named equivalents; library extension services including bookmobiles; public library (special) districts; U.S. Library of Congress (including Copyright Office); state library commissions and boards; programs to promote, develop, and coordinate library services and facilities.

**Excludes:** Primary exclusions are specialized libraries associated with an activity defined primarily at another Census Bureau function.

- Law libraries (report at *Judicial and Legal*, code 25).
- Libraries operated by school systems – elementary, secondary, or higher education – primarily for the benefit of students and teachers (report at *Education*, codes 12 and 18).
- Specialized libraries which do not serve the general public, such as a medical library of a university hospital (report at the function involved).

**Examples:**

- Federal Government – Library of Congress.
- State governments – Hawaii Public Schools Library (see note below).

**Sub-Categories for Employment Statistics**

None.

**Special Consideration:**

At the state level, this function applies only to the State of Hawaii.

**\*Applicability of Function 52, by Level and Type of Government\***

Federal	State	Local
Yes	Yes	Types 1, 2, 3, 4, 5 - Yes

## EMPLOYMENT FUNCTIONS

**Code 59**

**Natural Resources**

Sector: General Government

**Definition:** Conservation, promotion, and development of natural resources (soil, water, energy, minerals, etc.) and the regulation of industries which develop, utilize, or affect natural resources.

**Includes:** Employees engaged in irrigation; drainage; flood control; soil conservation and reclamation including prevention of soil erosion; surveying, development, and regulation of water resources; regulation of mineral resources and related industries including land reclamation; wetlands and watershed management and protection; geological surveying and mapping; regulation of gas and oil drilling and production; dam and reservoir safety; public education programs related to the above; fairs; technical assistance to private or other governmental efforts in these areas.

**Excludes:** Hydroelectric power facilities (report state and local government activities at *Electric Power* utilities, code 92); improvement of waterways, construction and maintenance of canals, and operation of public water transportation facilities (report at *Sea and Inland Port Facilities*, code 87); inspection of public drinking water and activities related to air and water quality or pollution control (report at *Health*, code 32); advertising of state resources (report at *Other and Unallocable*, code 89).

**Examples:**

- Federal Government – Includes the National Oceanic and Atmospheric Administration (Department of Commerce) and the U.S. Geological Survey (Department of the Interior).
- State and local governments – Includes inspectors of agricultural products and livestock.

**Sub-Categories for Employment Statistics**

None.

**Special Consideration:**

This is the only Natural Resources function applicable to the Census Bureau's statistics on government employment. In contrast, there are multiple "Natural Resource" functions applicable to Federal, state, and local governments in the Census Bureau's statistics on government finances.

**\*Applicability of Function 59, by Level and Type of Government\***

Federal	State	Local
Yes	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

**Code 61**

**Parks and Recreation**

Sector: General Government

**Definition:** Provision and support of recreational and cultural-scientific facilities maintained for the benefit of residents and visitors.

**Includes:** Golf courses, playgrounds, tennis courts, public beaches, swimming pools, playing fields, parks, camping areas, recreational piers and marinas, etc.; galleries, museums, zoos, and botanical gardens; auditoriums, stadiums, recreational centers, convention centers, and exhibition halls; community music, drama, and celebrations including public support of cultural activities. For the Federal Government, also includes the Smithsonian Institution and National Foundation on the Arts and the Humanities.

**Excludes:** Recreational and cultural-scientific activities and facilities operated as part of school systems (report at *Education*, codes 12 and 18); marinas operated for commerce rather than recreation (report at *Sea and Inland Port Facilities*, code 87).

**Examples:**

- Federal Government – Smithsonian Institution and National Foundation on the Arts and the Humanities.
- State governments – State park authorities such as the Virginia State Parks, a division of the Virginia Department of Conservation and Recreation.
- Local governments – Maryland National Capitol Parks and Planning Commission (a joint dependent agency of Montgomery and Prince Georges counties, Maryland).

**Sub-Categories for Employment Statistics**

None.

**Special Considerations:**

None.

**\*Applicability of Function 61, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
Yes	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

Code 62

Police Protection  
page 1 of 2

Sector: General Government

**Definition:** Employees of general police, sheriff, state police, and other governmental departments that preserve law and order, protect persons and property from illegal acts, and work to prevent, control, investigate, and reduce crime.

**Includes:** All law enforcement activities of regular police departments, sheriff and constable offices, and state highway patrols, as well as criminal justice planning.

- Criminal investigation, forensic services, crime labs, coroners and medical examiners.
- Temporary “lockups” and transporting criminals.
- Police communications and radios services.

**Excludes:** Special police forces of non-police agencies (report at function of agency involved):

- For the Federal Government, Postal Service inspectors are reported at *Federal Postal Service*, code 14.
- For state and local governments, report park rangers at *Parks and Recreation*, code 61, fish and game wardens at *Natural Resources*, code 59, campus police at *Higher Education*, code 18, transit police at *Public Mass Transit Systems*, code 94, and so forth. This function also excludes law enforcement employees of legal offices (report at *Judicial and Legal*, code 25); traffic control and engineering performed by non-police agencies (report at *Highways*, code 44); police jails that hold people beyond arraignment (report at *Corrections*, code 05); civil or bailiff activities of sheriff offices (use *Judicial and Legal*, code 25).

**Examples:**

- Federal Government – Includes the U.S. Department of Justice agencies of the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), Federal Bureau of Investigation (FBI), and Drug Enforcement Administration (DEA); the Department of Homeland Security agencies U.S. Immigration and Customs Enforcement, Coast Guard, Transportation Security Administration (TSA), U.S. Secret Service (parts of the Department of Homeland Security), and law enforcement activities of the U.S. Customs and Border Protection.
- State governments – Includes employees of the California Highway Patrol.

**Sub-Categories for Employment Statistics**

*Code 062. Police Officers* – Police employees with power of arrest

*Code 162. Other Police Protection Employees* – Includes school crossing guards (as part-time employees only).



**Special Consideration:**

Effective with 1988 data, the treatment of traffic control and engineering and liquor control enforcement were clarified to include them here only if handled by a police agency.

**\*Applicability of Function 62, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
Yes	Yes	Types 1, 2, 3, 4 - Yes Types 5 - No

## EMPLOYMENT FUNCTIONS

**Code 79**

**Public Welfare**

Sector: General Government

**Definition:** Employees engaged in all public welfare activities, including those involved in administration of public assistance programs as well as those providing direct assistance.

**Includes:** Administration of medical and cash assistance, general relief, vendor, and other welfare programs. Maintenance of nursing homes or other institutions for the benefit of veterans or needy persons (contingent upon their financial or medical need). Provision of veterans services, senior citizen and handicapped transportation, services to the homeless, and child services (such as foster care, adoption, day care, nonresidential shelters, and the like). Social workers. Regulation of private welfare institutions and activities. For local governments, vocational rehabilitation for blind and other handicapped, in the form of commercial activity, is reported here rather than at *Education*.

**Excludes:**

- Employees engaged in programs where benefits are not contingent upon need.
- Public defenders and indigent legal defense (report at *Judicial and Legal*, code 25).
- Health and hospital employees providing care to needy or homeless through government's own hospitals or health agencies (report at appropriate *Health*, code 32, or *Hospitals*, codes 36 and 37, functions).
- Employees of nursing homes directly associated with a public hospital (use *Hospitals*, code 36).

**Examples:** Federal Government – Includes employees involved in administering Temporary Assistance for Needy Families (TANF).

**Sub-Categories for Employment Statistics**

None.

**Special Consideration:**

This is the only Public Welfare function applicable to the Census Bureau's statistics on government employment. In contrast, there are multiple "Public Welfare" functions applicable to Federal, state, and local governments in the Census Bureau's statistics on government finances.

**\*Applicability of Function 79, by Level and Type of Government\***

Federal	State	Local
Yes	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

**Code 80**

**Sewerage**

Sector: General Government

**Definition:** Provision, maintenance, and operation of sanitary and storm sewer systems and sewage disposal and treatment facilities.

**Includes:** Employees engaged in the construction or maintenance of sanitary sewer lines; sewer cleaning; lift or pump stations; sewage treatment plants; water pollution control plants; storm sewer and storm drains except when integral parts of highway departments; systems for the collection and disposal of storm runoff.

**Excludes:** Employees constructing storm drains that are an integral part of highway projects (report at *Regular Highways*, code 44). Provision of drainage for agricultural or other non-street purposes (report at *Natural Resources*, code 59).

**Examples:**

- State governments – Narragansett Bay Water Quality Management, Massachusetts Water Resources Authority.
- Local governments – Buffalo Sewer Authority (a municipal sewerage department), as well as special district water and sewer districts.

**Sub-Categories for Employment Statistics**

None.

**Special Considerations:**

1. For combined water supply and sewer systems, include segregable amounts related to sewage collection and disposal here and *Water Supply* activities at code 91.
2. There is no applicability to the Federal Government employees at this function.

**\*Applicability of Function 80, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
No	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

**Code 81**

**Solid Waste Management**

Sector: General Government

**Definition:** Collection, removal, and disposal of garbage, refuse, hazardous, and other solid wastes; and cleaning of streets, alleys, and sidewalks.

**Includes:** Garbage collection; sanitary landfills; hazardous waste disposal sites; incinerators; pyrolysis facilities; cleanup of toxic chemical spills and dumps; collection and disposal of abandoned vehicles; resource recovery authorities, including those which co-generate electricity or gas as a by-product; recycling centers; cleaning and washing of streets; and collection and disposal of street debris and trash.

**Excludes:** Snow and ice removal by a sanitation agency (report at *Highways*, code 44).

**Examples:** Local governments – Employees of landfills and recycling centers, such as the Prince William County Sanitary Landfill, a dependent agency of Prince William County, Virginia.

### Sub-Categories for Employment Statistics

None.

### Special Considerations:

1. The rationale for including at this function waste or resource recovery facilities that co-generate gas or electricity is that their primary purpose is disposing of wastes.
2. There is no applicability to Federal Government employees at this function.

### \*Applicability of Function 81, by Level and Type of Government\*

Federal	State	Local
No	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

**Code 87**

**Sea and Inland Port Facilities**

Sector: General Government

**Definition:** Provision, construction, operation, maintenance, and support of public waterways, harbors, docks, wharves, and related marine terminal facilities. Regulation of the water transportation industry.

**Includes:** Employees engaged in administering commercial port facilities, canals, harbors, and other public waterways, as well as dredging of same. Public docks, piers, wharves, warehouses, cranes, and associated terminal facilities. Regulation and inspection of the commercial water transportation industry. For Federal Government includes waterways navigation activities of the Army Corps of Engineers and the St. Lawrence Seaway.

**Excludes:** Recreational types of docks and marine facilities – e.g., public marinas devoted to pleasure boaters (report at *Parks and Recreation*, code 61); terminals and dock facilities for public ferries (report *Highways*, code 44).

**Examples:**

- State governments – Pennsylvania Port Authority or the Port of New Orleans (Louisiana), which are both dependent agencies of their respective state governments.
- Local governments – San Diego Unified Port District or the Port of Seattle (Washington).

**Sub-Categories for Employment Statistics**

None.

**Special Considerations:**

1. This category is devoted to commercial water transportation and terminals rather than the provision of water-related activities and facilities for pleasure or recreation.
2. For leased facilities include only the government's own employees and exclude the lessees' contractual employees.
3. For the Federal Government, this function included the former Panama Canal Commission in the historical time series.
4. This function was formerly titled "Water Transport and Terminals."

**\*Applicability of Function 87, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
Yes	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

Code 89

Other and Unallocable  
page 1 of 2

Sector: General Government

**Definition:** Employees engaged in activities that are not applicable to other employment functions, or are multi functional.

**Includes:** TO THE EXTENT NOT ALLOCABLE TO OTHER FUNCTIONS

- State-local military activities (militia, National Guard, armories, civil defense, etc.).
- Central service agencies (e.g., public works, motor pools, communications) other than financial administration and government-wide executive services.
- Administration of multi-functional agencies.
- Economic development.
- Voter registration and elections.
- Job training and employment programs (e.g., Federal Workforce Investment Act).
- Programs for senior citizens not based on need.
- Engineering.
- Emergency (911) dispatching.
- Geographic information systems and mapping services.
- Liquor stores operated by local governments.
- Code Enforcement.
- Employment for functions that apply only to Census Bureau statistics on government finances. These are listed below along with the applicable function code for government expenditure.

Miscellaneous commercial activities (*Miscellaneous Commercial Activities, NEC*, finance code \*03).

General Public Buildings (*General Public Buildings*, finance code \*31).

Parking Facilities (*Parking Facilities*, finance code \*60).

Protective Inspection and Regulation, NEC (*Protective Inspection and Regulation, NEC*, finance code \*66).

Federal and State Veterans Services (*Federal and State Veterans' Services*, finance code \*85).

**Excludes:** Comprehensive planning and zoning (report at *Central Staff Services*, code 29).

**Sub-Categories for Employment Statistics**

None.

## EMPLOYMENT FUNCTIONS

Code 89

Other and Unallocable  
page 2 of 2

### Special Considerations:

1. Note that there are functions applicable only to Census Bureau statistics on government finances that are not listed in the “Includes” section above. These almost never involve employment, but rather are intended to cover activities involving large amounts of expenditure (e.g. *General Local Government Support*, code \*30, used to classify state financial aid programs for their local governments).
2. In tabular presentations involving employment statistics, “Other and Unallocable” will vary in meaning depending on the level of functional detail in table.

### \*Applicability of Function 89, by Level and Type of Government\*

Federal	State	Local
Yes	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

**Code 90**

**Liquor Stores**

Sector: Liquor Stores

**Definition:** Establishment and operation of alcoholic beverage distribution facilities and retail outlets owned and operated by state governments.

**Includes:** Alcoholic beverage monopolies; ABC stores; liquor control boards; state liquor stores.

**Excludes:** Employees engaged in law enforcement, licensing, and regulation of private liquor outlets carried out in conjunction with liquor store operations (report licensing at *Financial Administration*, code 23, regulation and enforcement at *Other and Unallocable*, code 89, and law enforcement handled by regular police forces at *Police Protection*, code 62).

**Examples:** State governments – West Virginia Alcohol Beverage Control Administration, which controls the wholesale distribution of alcoholic beverages in that state.

### Sub-Categories for Employment Statistics

None.

### Special Consideration:

For employment data, applies only to state governments. Report any local government activity at *Other and Unallocable*, code 89.

### \*Applicability of Function 90, by Level and Type of Government\*

Federal	State	Local
No	Yes	No



## EMPLOYMENT FUNCTIONS

**Code 91**

**Water Supply**

Sector: Utilities

**Definition:** Operation, maintenance, and construction of public water supply systems, including production, acquisition, and distribution of water to general public or to other public or private utilities, for residential, commercial, and industrial use.

**Includes:** Employees engaged in operating dams and reservoirs expressly for water supply; purification and filtration plants; pumping stations; aqueducts and transmission systems; water storage tanks; distribution lines and meters; and government operated desalinization plants.

**Excludes:** Private employees of facilities that have been leased to a private company for operational purposes. Activities not directly related to utility operations, such as administration of utility debt or investments (report at *Financial Administration*, code 23).

### Sub-Categories for Employment Statistics

None.

### Special Considerations:

1. Pertains only to systems owned and operated by a government.
2. For combined water-sewer systems, include segregable employment related to water supply here (report *Sewerage* activities at code 80).

### \*Applicability of Function 91, by Level and Type of Government\*

Federal	State	Local
No	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

**Code 92**

**Electric Power**

Sector: Utilities

**Definition:** Operation, maintenance, and construction of public electric power systems, including production, acquisition, and distribution of electricity to general public or to other public or private utilities, for residential, commercial, and industrial use.

**Includes:** Employees engaged in the operation and maintenance of generating stations, power plants, transmission lines, switching stations, pollution abatement equipment, and distribution lines and meters.

**Excludes:**

- Employees of facilities owned but leased to other governments or persons without financial oversight.
- Activities not directly related to utility operations, such as administration of utility debt or investments (report at *Financial Administration*, code 23).
- Waste or resource recovery facilities which cogenerate electricity as a by-product (report at *Solid Waste Management*, code 81).

**Examples:** State governments – Power Authority of the State of New York, which operates the hydroelectric generating facility in Niagara County, New York.

**Sub-Categories for Employment Statistics**

None.

**Special Consideration:**

Relates only to systems owned and operated by a government, or managed by private contractor where government maintains day-to-day financial oversight (e.g., by directly paying utility employees).

**\*Applicability of Function 92, by Level and Type of Government\***

<b>Federal</b>	<b>State</b>	<b>Local</b>
No	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

**Code 93**

**Gas Supply**

Sector: Utilities

**Definition:** Operation, maintenance, and construction of public natural gas supply systems, including production, acquisition, and distribution of gas to general public or to other public or private utilities, for residential, commercial, and industrial use.

**Includes:** Employees engaged in the operation and maintenance of public gas works, liquefaction equipment, pumping stations, gas mains, and service lines and meters.

**Excludes:**

- Employees of facilities owned but leased to other governments or persons without financial oversight.
- Activities not directly related to utility operations, such as administration of utility debt or investments (report at *Financial Administration*, code 23).
- Waste or resource recovery facilities which cogenerate gas as a by-product (report at *Solid Waste Management*, code 81).

**Examples:** Local governments – Southeast Alabama Natural Gas District (classified as a special district government and serving southeastern Alabama).

**Sub-Categories for Employment Statistics**

None.

**Special Consideration:**

Relates only to systems owned and operated by a government or managed by private contractor when government maintains day-to-day financial oversight (e.g., by directly paying utility employees).

**\*Applicability of Function 93, by Level and Type of Government\***

Federal	State	Local
No	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## EMPLOYMENT FUNCTIONS

**Code 94**

**Public Mass Transit Systems**

Sector: Utilities

**Definition:** Operation, maintenance, and construction of public mass transit systems, including subways, surface rails, and buses.

**Includes:** Employees of the following variations of transit systems: rapid transit, subways, surface rail, and street railroad systems, commuter rail lines including light rail trolleys, and bus systems. Includes employees operating and maintaining related stations, tracks, depots, and rail yards. Includes transit police employed directly by the utility.

**Excludes:**

- Systems solely to transport students (report at *Elementary and Secondary Education*, code 12).
- Ferries (report at *Highways*, code 44).
- Systems exclusively for handicapped or senior citizens (report at *Public Welfare*, code 79).
- Employees of systems owned but operated under private contract without financial oversight.
- Activities not directly related to utility operation, such as administration of utility debt (report at *Financial Administration*, code 23).

**Examples:**

- State governments – Long Island Railroad, a component of the Metropolitan Transportation Authority serving the New York City area, which is a dependent agency of New York State.
- Local governments – Washington Metropolitan Area Transit Authority, a special district government serving Washington, DC and parts of Maryland and Virginia.

**Sub-Categories for Employment Statistics**

None.

**Special Consideration:**

Relates only to systems owned and operated by a government or managed by private contractor when government maintains day-to-day financial oversight (e.g., by directly paying utility employees).

**\*Applicability of Function 94, by Level and Type of Government\***

Federal	State	Local
No	Yes	Types 1, 2, 3, 4 - Yes Type 5 - No

## 12.4 Tables

There are two tables associated with this chapter. Table 12.1, Functional Categories Applicable to Employment Data, lists all the functions for classifying public employment statistics, arranged by the groups used for their publication. The table also shows the related function(s) that apply to Census Bureau statistics on government finance, including multiple functions where applicable. However, the list of finance functions is not designed to be complete for that survey (see Chapter 5).

Table 12.2 is Applicability of Employment Function Codes, by Level and Type of Government. This is an important table for processing and for users, since there are restrictions on some codes. Where restricted, there will be no separate public employment statistics for a particular level or type of local government.

**Table 12.1**  
**Functional Categories Applicable to Employment Data** – page 1 of 2

*This table lists all the functions for classifying public employment statistics, arranged by the groups used for their publication. It contains the relevant function(s) that apply to finance statistics, including multiples where applicable. However, the list of finance functions is not designed to be complete – there are other finance functions with no corresponding employment code (see Chapter 5 for complete descriptions). Selected sub-functions apply only to employment statistics.*

Function code(s)	Item	Applies to	
		Relevant finance functions	Employment sub-codes only
	<b>GENERAL GOVERNMENT</b>		
	<i>Selected Federal Programs:</i>		
06	National Defense and International Relations	06	
14	Federal Postal Service	14	
02	Federal Space Research and Technology	02	
	<i>Education Services:</i>		
	Education –		
18	Higher Education	16,18,19,21	
	Instructional		018
	Other		016
12	Elementary and Secondary Education	12	
	School Instructional		012
	Other School Employees:		112
	Administrative and Clerical		212 <sup>1</sup>
	Operations and Maintenance		312 <sup>1</sup>
	Cafeteria		412 <sup>1</sup>
	Bus Transportation		512 <sup>1</sup>
	Health and Recreation		612 <sup>1</sup>
	Student Employees (paid)		712 <sup>1</sup>
	Unallocable		812 <sup>1</sup>
21	Other Education	21	
52	Libraries	52	
	<i>Social Services and Income Maintenance:</i>		
79	Public Welfare	67,68,74,77,79	
36, 37	Hospitals	36, 37	
32	Health	28,32	
22	Social Insurance Administration	22	
	<i>Transportation:</i>		
44	Highways	44,45	
01	Air Transportation (Airports)	01	
87	Sea and Inland Port Facilities	87	

<sup>1</sup>Prior to 2001, data were collected separately for the items listed under “All Other.” These are no longer collected separately.

<b>Table 12.1</b> <b>Functional Categories Applicable to Employment Data – page 2 of 2</b>			
Function code(s)	Item	Applies to	
		Relevant finance functions	Employment sub-codes only
	<b><i>Public Safety:</i></b>		
62	Police Protection	62	
	Police with Arrest Powers		062
	Other Police		162
24	Fire Protection	24	
	Firefighters		024
	Other		124
05	Corrections	04,05	
	<b><i>Environment and Housing:</i></b>		
59	Natural Resources	51,53,55,56,57,58,59	
61	Parks and Recreation	61	
50	Housing and Community Development	50	
	Sanitation –		
80	Sewerage	80	
81	Solid Waste Management	81	
	<b><i>Governmental Administration:</i></b>		
23	Financial Administration	23	
25	Judicial and Legal	25	
29	Central Staff Services (including Legislative)	26,29	
	<b><i>General Government, NEC:</i></b>		
89	Other and Unallocable (functions not listed elsewhere)	03,31,60,66,85,89	
	<b><i>LIQUOR STORES (State Governments Only)</i></b>		
90	Liquor Stores	90	
	<b><i>UTILITIES</i></b>		
91	Water Supply	91	
92	Electric Power	92	
93	Gas Supply	93	
94	Public Mass Transit Systems	94	

**Table 12.2**  
**Applicability of Employment Function Codes, by Level and Type of Government – page 1 of 2**

Category	Code	Federal	State	Local Governments - By Type				
				County	Municipal	Township	Special district	School district
Air Transportation	01	Valid	Valid	Valid	Valid	Valid	Valid	X
Federal Space Research	02	Valid	X	X	X	X	X	X
Corrections	05	Valid	Valid	Valid	Valid	Valid	X	X
Federal National Defense	06	Valid	X	X	X	X	X	X
Elementary and Secondary Education	12	X	Valid	Valid	Valid	Valid	Valid	Valid
Federal Postal Service	14	Valid	X	X	X	X	X	X
Higher Education	18	X	Valid	Valid	Valid	Valid	X	Valid
Federal and State Other Education	21	Valid	Valid	X	X	X	X	X
Social Insurance Administration <sup>1</sup>	22	Valid	Valid	X	X <sup>1</sup>	X	X	X
Financial Administration	23	Valid	Valid	Valid	Valid	Valid	X	X
Local Fire Protection	24	X	X	Valid	Valid	Valid	Valid	X
Judicial and Legal	25	Valid	Valid	Valid	Valid	Valid	X	X
Central Staff Services	29	Valid	Valid	Valid	Valid	Valid	X	X
Health	32	Valid	Valid	Valid	Valid	Valid	Valid	X
Hospitals <sup>2</sup>	36	Valid	Valid	Valid	Valid	Valid	Valid	Valid
Federal Veterans Hospitals	37	Valid	X	X	X	X	X	X
Highways	44	Valid	Valid	Valid	Valid	Valid	Valid	X
Housing and Community Development	50	Valid	Valid	Valid	Valid	Valid	Valid	X
Libraries <sup>3</sup>	52	Valid	Valid <sup>3</sup>	Valid	Valid	Valid	Valid	Valid
Natural Resources	59	Valid	Valid	Valid	Valid	Valid	Valid	X
Parks and Recreation	61	Valid	Valid	Valid	Valid	Valid	Valid	X
Police Protection	62	Valid	Valid	Valid	Valid	Valid	Valid	X



<b>Table 12.2</b> <b>Applicability of Employment Function Codes, by Level and Type of Government – page 2 of 2</b>								
Category	Code	Federal	State	Local Governments - By Type				
				County	Municipal	Township	Special district	School district
Public Welfare	79	Valid	Valid	Valid	Valid	Valid	Valid	X
Sewerage	80	X	Valid	Valid	Valid	Valid	Valid	X
Solid Waste Management	81	X	Valid	Valid	Valid	Valid	Valid	X
Sea and Inland Port Facilities	87	Valid	Valid	Valid	Valid	Valid	Valid	X
Other and Unallocable	89	Valid	Valid	Valid	Valid	Valid	Valid	X
Liquor Stores	90	X	Valid	X	X	X	X	X
Water Utilities	91	X	Valid	Valid	Valid	Valid	Valid	X
Electric Utilities	92	X	Valid	Valid	Valid	Valid	Valid	X
Gas Utilities	93	X	Valid	Valid	Valid	Valid	Valid	X
Transit Utilities	94	X	Valid	Valid	Valid	Valid	Valid	X

**Key:**

X Not a valid code for the level or type of government indicated (there are no statistics).

Valid Applicable code for the level or type of government indicated (statistics are collected and reported).

**Notes:**

<sup>1</sup>Applies to Washington, DC only for local governments.

<sup>2</sup>Public use files containing employment statistics also can use code 40 for this function.

<sup>3</sup>Applies to the state of Hawaii, only.